

**§ 764.458**

**7 CFR Ch. VII (1–1–08 Edition)**

(c) *Curriculum.* At least one of the following subjects must be covered:

(1) Business planning courses, covering general goal setting, risk management, and planning.

(2) Financial management courses, covering all aspects of farm accounting and focusing on integrating accounting elements into a financial management system.

(3) Crop and livestock production courses focusing on improving the profitability of the farm.

(d) *Instructor qualifications.* All instructors must have:

(1) Sufficient knowledge of the material and experience in adult education;

(2) A bachelor's degree or comparable experience in the subject area to be taught; and

(3) A minimum of 3 years experience in conducting training courses or teaching.

**§ 764.458 Vendor approval.**

(a) *Agreement to conduct training.* (1) Upon approval, the vendor must sign an agreement to conduct training for the Agency's borrowers.

(2) The agreement to conduct training is valid for 3 years.

(3) Any changes in curriculum, instructor, or cost require prior approval by the Agency.

(4) The vendor may revoke the agreement by giving the Agency a written 30-day notice.

(5) The Agency may revoke the agreement if the vendor does not comply with the responsibilities listed in the agreement by giving the vendor a written 30-day notice.

(b) *Renewal of agreement to conduct training.* (1) To renew the agreement to conduct training, the vendor must submit in writing to the Agency:

(i) A request to renew the agreement;

(ii) Any changes in curricula, instructor, or cost; and

(iii) Documentation that the vendor is providing effective training.

(2) The Agency will review renewal requests in accordance with § 764.457.

**§ 764.459 Evaluation of borrower progress.**

(a) The vendor must provide the Agency with a periodic progress report for each borrower enrolled in training in accordance with the agreement to complete training. The reports will indicate whether the borrower is attending sessions, completing the training program, and demonstrating an understanding of the course material.

(b) Upon borrower completion of the training, the vendor must provide the Agency with an evaluation of the borrower's knowledge of the course material and assign a score. The following table lists the possible scores, the criteria used to assign each score, and Agency consideration of each score:

Score	Criteria used to determine score	Agency consideration
1 .....	If the borrower: <ul style="list-style-type: none"> <li>• Attended sessions as agreed, .....</li> <li>• Satisfactorily completed all assignments, and .....</li> <li>• Demonstrated an understanding of the course material..</li> </ul>	Training requirement associated with course is complete.
2 .....	If the borrower: <ul style="list-style-type: none"> <li>• Attended sessions as agreed, and .....</li> <li>• Attempted to complete all assignments, but .....</li> <li>• Does not demonstrate an understanding of the course material..</li> </ul>	Training requirement associated with course is complete. Additional Agency supervision may be necessary.
3 .....	If the borrower did not: <ul style="list-style-type: none"> <li>• Attend sessions as agreed, or .....</li> <li>• Attempt to complete assignments, or .....</li> <li>• Otherwise make a good faith effort to complete the training..</li> </ul>	Training requirement associated with course is not complete. The borrower is ineligible for future direct loans until the training is completed.